

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate report year generation study for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, (MS-25)
PO Box 4025
Sacramento, CA 95812-4025**

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

- ☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☒ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name		County	
City of Milpitas		Santa Clara County	
Authorized Signature		Title	
Type/Print Name of Person Signing		Date	Phone () Include Area Code
Person Completing This Form (please print or type)		Title	
Affiliation:			
Mailing Address	City	State	ZIP Code
E-Mail Address			

Section II: Information for New Generation-Based Study for Existing or New Base Year	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").	
Note: New base years must be representative of a jurisdiction's disposal and diversion.	
1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1990	2003
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	
The proposed generation study year include additional recycle/diversion programs that were not accounted for in the base year.	

4. Enter diversion rate information below.			
Diversion rate calculated using existing base year	a. 39 %	Diversion rate calculated using new generation-based study	b. 53%
Existing base year pounds/person/day based on generation	11.88	New generation based study pounds/person/day based on generation	12.01
Existing base year:		New generation based study:	
Residential generation 22 %	Non-Residential generation 78 %	Residential generation 8 %	Non-Residential generation 92 %
Population existing generation-based study 50690		Population new generation-based study 64700	
5. Please explain how the new diversion rate is consistent with your current diversion implementation efforts and also explain the specific reasons for the difference.			
The 2002 diversion rate of 39% does not reflect current diversion implementation efforts. It would be more appropriate to use numbers that provide a better representation.			
6. If the proposed new generation tonnage results in an increase in your pounds per day, please explain how this is consistent with your current diversion implementation efforts and provide examples (e.g., change in jurisdiction's demographics). In addition, If your pounds per person is over the state average of 11.2 pounds, please explain why.			
Diversion calculation numbers reflect changes in the commercial sector.			

Section III - Disposal and Diversion Information			
1. Disposal Tonnage (enter values):	15462	51184	66646
	Residential	Non-Residential	Total
Please select the ONE choice below that best explains your disposal data and complete the required tables. <input type="checkbox"/> a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Number 2.) <input checked="" type="checkbox"/> b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc and submit with <input type="checkbox"/> c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc and submit with the new bas year			

2. In the table below, list the summarized diversion activities, tonnages, material types, actual or conversion factors, and diversion data records that support your claim and are available for Board verification. **Note: The Board expects the jurisdiction to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition and percentage calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt, white goods, and scrap metal,] you must identify those programs and waste types and complete Section VI. Survey forms for the top ten businesses must be included as an attachment with the generation study year and should be identified as Attachment IVa.
(Note: The Board has indicated that total source reduction amounts greater than five percent will be scrutinized. Please be prepared to substantiate the amounts.)

Note: Detailed Non-Residential waste audit information for the top ten businesses surveyed must be included in Section IV.

<http://www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm>

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	(A)	(A/Total Generation)			
Residential Source Reduction Activities					
Backyard composting	5	0%	Residential yard clippings and food waste.	Calculated (543 lbs x 71 bins x 25% participation / 2000 = 4.8. (71 bins sold from 1998 through 2003). Home Composting in Alameda County progress report recommendations	Home Composting in Alameda County Progress Report. CIWMB added tonnage after reviewing Alameda Report/receiving # of bins sold to Milpitas residents.
Grasscycling					
Other Residential Source Reduction (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Source Reduction	5	0%			
Residential Recycling Activities					
Curbside Recycling	4236	3%	Glass, PET, HDPE, aluminum, tin, mixed paper and OCC.	Actual	Franchise hauler records. CIWMB staff added 306 tons identified as Multi-family collection the City inadvertently overlooked from the franchise hauler records.
Buyback Centers	224	0%	Aluminum, glass, PETE, HDPE, Bimetal, other	Actual	DOC
Drop-off Centers					

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Other Residential Recycling (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	4460	3%			
Residential Composting Activities					
Green Waste Drop-off					
Curbside Green Waste	5710	4%	Residential yard clippings	Actual	Franchise hauler records.
Christmas Tree Program	22	0%	Per BFI: All christmas trees in 2003 were colorized and not used for bio-mass.	Actual	Franchise hauler records.
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	5732	4%			
Subtotal, Residential Diversion	10197	7%			
Non-Residential Source Reduction					
Activities:					
Non-Residential Waste Audits	0	0%	Detailed information must be included in Section V	Detailed information must be included in Section V	Detailed information must be included in Section V
Other Non-Residential Source Reduction (list each program separately)					
Grasscycling	2246	2%	Grass clippings	295.5 acres (125.3 acres City properties; 87 acres MUSD; 28.7 acres County park; 54.5 acres golf course) @ 7.6 tons per acre per year	Acreages confirmed within City.
Enter Program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Non-Residential Source Reduction	2246	2%			

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Non-Residential Recycling Activities:					
Non-Residential Waste Audits	0	0%	Detailed information must be included in Section V	Detailed information must be included in Section V	Detailed information must be included in Section V
Other Non-Residential Recycling (list each program separately)					
Commercial Self-Haul	21253	15%	Asphalt, concrete, dirt. NOTE: In 1994, ILandfill began a program to screen dirt from loads that previously were landfilled.	Actual	Franchise hauler records.
City Programs (Public Works)	2201	2%	Asphalt	Actual	Contractor invoices - weight tags.
City Programs (Parks & Streets)	26	0%	Wood chips (100 cubic yards)	Yardage conversion is 15 yards per load to the Community Garden 4 X per year = 60 yards 15 yards per load to park and landscape areas 3 X per year = 45 yards. Total of 105 yards at 500 lbs/yd = 26.25 tons. (U.S. EPA)	
Commercial Curbside	9663	7%	Wood, cardboard, paper, glass, plastics	Actual	Franchise hauler records.
Material Handlers	356	0%	Tallow	Calculations	Hauler records.
Subtotal Non-Residential Recycling	33499	24%			
Non-Residential Composting Activities					
Non-Residential Waste Audits	0	0%	Detailed information must be included in Section V	Detailed information must be included in Section V	Detailed information must be included in Section V
Other Non-Residential Composting (list each program separately)					
Commerical Self-Haul	18396	13%	Yard waste, brush, landscaping and biomass	Actual	Franchise hauler records. CIWMB staff deducted 1384.67 tons that went as biomass.
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	18396	13%			
Subtotal Non-Residential Diversion	54142	38%			
Other Diversion Activities					
Residential					
ADC					
Sludge (must submit sludge cert form)					
Scrap Metal					
Construction and Demolition					
Landfill Salvage					
Other (e.g., ag waste)					
Subtotal Residential Waste	0	0%			

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Non-Residential					
ADC	2970	2%	C&D, greenwaste,	Actual	DRS (3045 tons - 74.57 tons from Newby Island as double count.)
Sludge (must submit sludge cert form)					
Scrap Metal					
Construction and Demolition	3114	2%	Woody debris, concrete, sheetrock, carpet, asphalt.	Actual	C&D facility records (deducted 11.58 tons restricted waste).
Landfill Salvage	4780	3%	Woody debris, concrete, sheetrock, roofing.	Actual	Landfill records (deducted .65 tons restricted waste).
Other (e.g., ag waste)					
Subtotal Non-Residential Waste	10865	8%			
Subtotal Residential/					
Non-Residential Other Diversion	10865	8%			
Total Residential/Non-Residential Source Reduction Tons	2251	2%			
Total Diversion Tons	75203	53%			
Total Disposal Tons from Number 1	66646	47%			
Total Generation Tons (Div+Dis)	141849				
NEW GENERATION STUDY DIVERSION RATE					
	53%				
Additional Information for Report Year Calculations - Biomass and Transformation Activities (Note: you cannot claim both biomass and transformation.)					
Biomass (must submit biomass cert form and must be 10% or less of generation--use the calculator to calculate)					
Transformation					
Report Year Diversion Rate with Biomass or Transformation Credit					

Section IV - Specific Non-Residential Sector Waste Audits

Top 10 Non-Residential Generators

Please complete this table for the top ten non-residential businesses that were surveyed. **Use the business type in lieu of the specific business name** (e.g., grocery store vs. Bestway Grocery Store) List each non-residential business separately from largest to smallest, based on total diversion tons. Audit reference number should be the same number used to identify businesses on the survey/audit sheets, and must be identical to the data in the Section V spreadsheet.

Audit Reference Numbe	Type of Non-Residential Generator	Include Material Type (e.g., paper, grasscycling). (List materials on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section III)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
Totals								

Section V - Non-Residential Generator Audit Diversion Spreadsheet							
<p>Use the type of business and audit reference number in lieu of the specific business name. For each business include the diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors and sources. Copies of the audit survey form(s) for each of the top ten businesses should be included as an attachment. Click on the Section Button to add a section for another generator (ten rows and a subtotal row added to the table for each new generator). If you have any questions, please contact your OLA Representative at (916) 341-6199.</p>							
<div> <div>Non-Residential Generator Audit Diversion</div> <div>Add Section</div> </div>							
Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Subtotal -				0	0	0	
Subtotal -				0	0	0	
Subtotal -				0	0	0	

Page16

Page17

Section VI - Restricted Waste

For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program or generator, please provide the following information:

Insert 1

1. If the diversion program started on or after January 1, 1990, complete the following table.

Note: Specific Program Name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."). Please input the complete program name with business type if appropriate. If you need to add additional programs, insert a row by clicking on the button for that section.

Restricted Waste Type	Audit Reference Number	Specific Program Name	Year Started	Generation Study Diversion Tonnage
Inert Solids	▼ 2003-01	Landfill Diversion	1994	21253
White Goods	▼ 2003-02	White Goods	1996	16
Inert Solids	▼ 2003-03	City Program	1992	2201
Pull Down for Waste Types	▼			
Pull Down for Waste Types	▼			

2. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board, on a separate sheet marked "Attachment Section VI. 2", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to individual programs (PRC sec 41781.2(c)(2). Please include documentation.
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its Source Reduction and Recycling Element.

Note: If documentation for a waste type and program has already been approved by the Board, you do not have to provide an "Attachment Section VI.2" for that waste type and program.

Instead please provide date of Board approval of previously submitted information.

(Date)

If documentation is not available, go to Number 4.

Insert 3

3. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2" is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Audit Reference Number	Specific Program Name	Generation Study Diversion Tonnage
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		

4. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2 is not available, complete the table below for each program claimed:

Ins 4

Restricted Waste Type	Audit Reference Number	Specific Program Name	Specific Program Generation Study Diversion Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types	▼				
Pull Down for Waste Types	▼				
Pull Down for Waste Types	▼				
Pull Down for Waste Types	▼				
Pull Down for Waste Types	▼				